

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MARCH 2, 2015**

MINUTES

- NOTICE** With notice given and received, the regular meeting of the Board of Directors of the Amerige Heights Community Association was held on March 2, 2015 at Fisler Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.
- PRESENT** Mark Elliot, President
Tom Moore, Vice-President
Susan Fanello, Treasurer
Geno Kaneshiro, Member at Large
- Eddie Tovar, Action Property Management, Inc
Marianne Simek, Action Property Management, Inc (conference call)
- Twelve (12) Homeowners
- ABSENT** James Choi, Member
- CALL TO ORDER** The meeting was called to order at 6:30 P.M. by President Mark Elliot.
- EXECUTIVE SESSION DISCLOSURE** It was reported that an Executive Session was held immediately prior to this meeting to discuss matters of member discipline pertaining to collection matters and non-compliance.
- OPEN FORUM** Homeowners were present to comment on the proposed Clubhouse & Tennis Court Rules; interested association volunteers attended to discuss the reservation process, access to facilities, cancellation procedures, and scheduling for clubhouse; a homeowner also commented on the plant material in front of McDermont Park, and cars speeding in the community.
- FINANCIAL UPDATE** A brief financial update was provided based on the January 31, 2015 Financial Statement. It was reported that the Board continues to pursue collection efforts.
- CONSENT CALENDAR** A motion was made by Tom Moore and seconded by Sue Fanello to approve the Consent Calendar as presented in its entirety. The Consent Calendar is attached to and will become a part of these minutes. Motion carried unanimously.

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**MANAGEMENT
UPDATES**

Management provided highlighted updates to the Board from the Action List, which included final turnover walk for Phase 7 of the StanPac Homes, Tennis Court Lighting Project, Clubhouse Information and a Wells Fargo Insurance update.

**UNFINISHED
BUSINESS**

Landscape Maintenance Proposals

The Board reviewed the proposals submitted by Artistic Landscape, Real Green, Villa Park Landscape and Park West Landscape for the landscape maintenance services, and after careful review, a motion was made by Sue Fanello and seconded by Tom Moore to approve the proposal and remain with Park West Landscape. Motion Carried unanimously.

Proposal to Design Plans for Tennis Court Lighting

Management requested a proposal from LDB Incorporated for the design plans for the tennis court lighting and at the last meeting, the Board requested confirmation that the proposal included the Structure Design and Title 24; LDB Incorporated does not include with the proposal. Board Member Tom Moore requested a proposal for the design plans from Southwest Group and Option One Consulting, and will be presented upon receipt. A motion was made by Tom Moore and seconded by Geno Kaneshiro to approve the proposals from Southwest Group and Option One Consulting at an amount not to exceed \$3,000.00. Motion carried unanimously.

Clubhouse Furniture

The Board discussed options for the Clubhouse Furniture and determined that a clubhouse inspection would be necessary to determine what furniture would be needed. The Board tabled the matter until a site inspection was completed.

NEW BUSINESS

Adoption of Proposed Tennis Court/Clubhouse Rules

Following discussion and review of the proposed Tennis Court & Clubhouse Rules that were mailed out to the membership in January 2015 for the thirty (30) day comment, a motion was made by Tom Moore, seconded by Sue Fanello, to adopt the proposed Tennis Court & Clubhouse Rules as stated. Motion carried unanimously.

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**NEW BUSINESS
CONTINUED**

Park West Proposals

The Board reviewed the proposals submitted by Park West Landscape for the items discussed during the January landscape walk and the maintenance contract for Phase 7 of Standard Pacific.

A motion was made by Tom Moore and seconded by Mark Elliot to accept the proposals from Park West Landscape for the plant replacement at Launer Park, (including both items for the fence line and walkway) and the planter replacement along Gilbert, at a total cost of \$15,195.80 ,expense to be allocated to Operating Fund – Landscape Extras; the seasonal color change for March proposal in the amount of \$4,140.00, expense to be allocated to Operating Fund – Seasonal Color; and the revised StanPac Maintenance Contract, to include Phase 7, for a total of \$1,3550.00 per month, expense to be allocated to Operating Fund – Contract Landscape Maintenance. Motion carried unanimously.

Street Sign Post Proposal

The Board reviewed the proposal submitted by ProTec Building Services to replace the broken street sign post, a motion was made by Tom Moore and seconded by Geno Kaneshiro to accept the proposal from ProTec Building Services to replace the damaged street sign post at Goodwin and Walkington, at a cost not to exceed \$760.00, expense to be allocated to Operating Fund – Common Area Maintenance. Motion carried unanimously.

Clubhouse Volunteers

The Board reviewed the volunteer forms received from the membership related to the Clubhouse, and a motion was made by Mark Elliot and seconded by Tom Moore to appoint volunteers, Surender Sasspal, Henry Kuo, Ninder Chima-Jordan and Shannon Sung to the Clubhouse Committee and assist with the pre and post inspection of the Clubhouse. Motion carried unanimously.

Lien Processing

A motion was made by Tom Moore and seconded by Sue Fanello to approve the lien resolution for the following property account number: 65003, (APN 280-321-43). Motion carried unanimously.

SCHEDULE

NEXT MEETING The next meeting of the Board of Directors was scheduled for March 23, 2015 at 6:15 P.M. The meeting will be held at Fisler Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.

ADJOURN There being no further business to come before the Board at this time, the meeting was adjourned at 8:40 P.M.

ATTEST Respectfully Submitted by Eddie Tovar, Community Manager.

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MINUTES APPROVED BY THE BOARD OF DIRECTORS ON MARCH 30, 2015
“The Consent Calendar is herein attached and shall become a part of these minutes”

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MARCH 2, 2015
CONSENT CALENDAR**

- A. BE IT RESOLVED, that the Board Meeting Minutes of January 26, 2015 are approved as written;
- B. BE IT RESOLVED, that the financial statement for the period ending January 31, 2015 be accepted.
- C. BE IT RESOLVED, that the Cost Center financial statements for the period ending January 31, 2015 be accepted.
- D. BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending January 31, 2015 be accepted.